



TAB / CAC Secretary Training Agenda  
Thursday, June 23, 2016 – 6:00 p.m. – 7:30 p.m.  
Clark County Government Center / ODC 1 & ODC 4

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1. Sign-in / Secretary Contract Distribution / Refreshments – 6:00 – 6:20 p.m.
2. Welcome / Introductions – 6:20 p.m. – (Tamara)
3. Secretary Duties / Responsibilities - 6:25 p.m. – 6:40 p.m. (Tamara)
4. Nevada State Business License Exemption / State Commerce Tax – 6:40 – 6:50 p.m. (Meggan)
5. New Agenda / Minutes – Move to Computer Lab – 6:50 p.m. – 7:30 p.m. (Katie)



